RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes __ No __)

Approve Budget Transfer using salary savings to purchase a new computer for the County Administrative Officer. The Board recently appointed a new County Administrative Officer who will assume this position on December 18, 2000. The job duties and responsibilities of this position requires a computer with sufficient memory and speed to process detailed spread sheets and to download budget information from the H.T.E. system to the Excel software program. This information will be used to develop, prepare, and monitor the annual County budget. The computer that is currently available to the County Administrative Officer is approximately 5 years old and does not have sufficient memory or the hard drive necessary to perform the job duties required of the position.

By approving the budget transfer now, it will be possible for Data Processing to have the new computer in place by January 2, 2001, for use by the County Administrative Officer.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has approved budget transfers in the past in order to purchase equipment necessary to carry out county functions and responsibilities.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve the Budget Transfer. The County Administrative Officer will be unable to download essential budget information onto their computer.

COSTS: ( ) Not Applicable
A. Budgeted Current FY $ -0-
B. Total Anticipated Costs $ 2,200
C. Required Additional Funding $ -0-
D. Internal Transfers $ 2,200

SOURCE: ( ) 4/5ths Vote Required $
A. Unanticipated Revenues $
B. Reserve for Contingencies $
C. Source Description:

Balance in Reserve for Contingencies , if approved:

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:
Budget Transfer

CLERKS USE ONLY:
Res. No. 99-44
Ord. No. 

Vote - Ayes: 5
Noes: 
Absent: 
Abstained: 

Approved ( ) Denied
Minute Order Attached ( ) No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office
Date: 

ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California

BY: 
Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:

☒ Recommended
☐ Not Recommended
☐ For Policy Determination
☐ Submitted with Comment
☒ Returned for Further Action

Comment:

CAO's Initials: 

Action Form Revised 5/92
### BUDGET ACTION FORM

<table>
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<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
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<td>414-1090</td>
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**TOTAL**

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### TRANSFER BETWEEN FUNDS

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**TOTALS**

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**ACTION REQUESTED:**

( ) Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget, or appropriating Reserve for Contingencies;

( ) Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit;

**JUSTIFICATION:** Use salary savings to purchase a computer for the new County Administrative Officer.

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**DEPT HEAD SIGNATURE:**

Mary B. Hodges

**DATE:**

12.5.00

**APPROVED BY RES NO.**

00-44 CLERK

**DATE:**

12.5.00

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**AUDITOR'S USE ONLY**

BA #

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Budget Revision Form Revised 11/95